



VICTORIAN CHEMICAL COMPANY PROPRIETARY LIMITED **WORKPLACE CHAIN OF RESPONSIBILITY POLICY**

The following Chain of Responsibility Policy applies to all employees, customers, contractors and suppliers of Victorian Chemical Company Proprietary Limited ("Vicchem").

The current revision of the Chain of Responsibility Policy is found on www.vicchem.com.

Vicchem is committed to maintaining a workplace environment that provides a safe and healthy environment for employees, customers, contractors and suppliers, including anyone who may be affected by our transportation operations.

In order to ensure Vicchem fulfils its responsibilities it has developed this Chain of Responsibility Policy.

Chain of Responsibility Definition:

Is the legal description of the responsibilities given to all parties in the road transport chain:

- Consignor/dispatcher
- Packer
- Loader
- Scheduler
- Consignee/receiver
- Managers
- Drivers and operators of transport equipment

These parties are responsible for preventing a breach of the road transport laws, including taking positive steps to prevent a breach of the road transport mass, dimension, loading and work hour's laws.

Roles and Requirements:

In order to meet the legislative requirements, community expectations and reinforce our commitment to employee, customer, contractor and supplier welfare, the different Chain of Responsibility roles have been clearly defined.

Role	Requirements under the Law
Operator, manager or scheduler of a business involved in road transport	Ensure that: Rosters and schedules do not require drivers to exceed driving hours or speed limits Records are kept of drivers' activities, including work and rest times All reasonable steps are taken to ensure drivers do not work while impaired by fatigue or drive in breach of their work or rest options Vehicles are regularly maintained and if speed limiters are fitted, they are functioning properly Vehicles are not loaded in a way which exceeds mass or dimension limits Drivers moving freight containers have a valid Container Weight Declaration Loads are appropriately restrained with appropriate restraint equipment
Dispatchers of Goods for delivery (Consigner / Dispatcher)	Ensure that the delivery request doesn't require the transport company/truck driver to: Transport goods which are inappropriate for the transport type. Eg Dangerous Goods Not have a valid Container Weight Declaration for freight containers Transport goods in excess of vehicle dimensions or mass limits Inappropriately secure the load Exceed permitted number of driving hours Fail to have minimum rest periods Exceed the speed limits Drive while impaired by fatigue

Role	Requirements under the Law
People Ordering and/or receiving goods being delivered (Consignee / Receiver)	Assume the requirements as listed above, plus: Must not knowingly encourage or reward a breach of the mass, dimensions, load restraint or driving hour's laws.
People scheduling loading operations (Loading Manager)	Work with other off-road parties to make reasonable arrangements to manage loading/unloading time slots Ensure vehicles are loaded/unloaded as quickly and efficiently as possible Put systems in place for unexpected jobs eg. Where there have been unexpected road delays
Loaders of goods onto vehicle (Loader)	Ensure the vehicle's load: Is appropriately packaged Doesn't exceed the dimensions or mass limits Doesn't cause the vehicle to exceed dimension or mass limits Cannot become unstable, move or fall from the vehicle
Pickers and packers of goods for transportation (Packer)	Ensure that when goods are packed: Documentation of the load is accurate, not false or misleading Any goods packed in freight containers don't exceed the container's gross weight or safety approval rating
Transporter of the goods (drivers and operators)	Maintain their obligations to ensure: The vehicle does not exceed dimension or mass limits. Is appropriate for the goods being transported (DG's if required) The load is appropriately restrained All required equipment is properly fitted to the vehicle Required rest breaks are taken and driving hour's regulations and speed limits are observed Vehicle Speed Limiters are functioning (Heavy Vehicles) Safe and responsible driving behaviours are undertaken at all times Vehicles are presented in a roadworthy condition Owner Drivers also need to: Make sure their drivers are medically fit to drive Make sure vehicles are roadworthy and well maintained Keep full and accurate records as required by law
Operates, supervises and /or manages the dispatching of the goods	Be responsible for ensuring: Do not require truck drivers to exceed the permitted number of driving hours Loads do not exceed dimension or mass limits and are properly restrained using appropriate restraint equipment

For further background and information on Chain of Responsibility and its legislative requirements contact Vicroads.

<https://www.nhvr.gov.au/safety-accreditation-compliance/chain-of-responsibility>

Andrew Killick

ANDREW KILLICK
Managing Director